



HIGH COURT OF MADRAS

NOTIFICATION NO. 63 / 2017

(Roc.No.10/2016-Con.Esst.I)

Applications are invited, in the prescribed format, for recruitment on *ad hoc* and consolidated pay basis, from qualified and eligible Candidates for filling up of the following posts sanctioned to the Tamil Nadu State Judicial Academy, No.30/95, P.S.K.R.Salai, R.A.Puram, Chennai-600 028:-

S.No.	Name of the Post	Consolidated Pay	No. of Vacancies
1.	Research Fellow	Rs.15,000/- per month	01
2.	Research Assistant	Rs.10,000/- per month	03

2. Age :-

- A Candidate must not have attained the age of 30 years as on 01.01.2017.
- He/She must be a citizen of India.

3. Minimum eligibility criteria for Research Fellow and Research Assistant :-

- Candidate should be a Post Graduate in Law (under 10+2+3+3+2 or 10+2+5+2 pattern) from the recognized Universities in the Indian Union and recognized by the Bar Council of India for admission as Advocate or Attorney of an Indian Court, **for the post of Research Fellow.**
- Candidate should be a Graduate in Law (under 10+2+3+3 or 10+2+5 pattern) from the recognized Universities in the Indian Union and recognized by the Bar Council of India for admission as Advocate or Attorney of an Indian Court, for the post of **Research Assistant.**
- Candidates who have obtained his/her Law Degree, Graduate and/or Post Graduate, as the case may be, not earlier than two years, as on the date of Notification, are only eligible to apply.

- iv. Candidates who have passed all his/her examinations in the first attempt are alone eligible to apply.
- v. Candidates pursuing Post Graduate Degree in Law or any other Degrees or Programmes requiring their compulsory attendance elsewhere are not eligible to apply for the assignment as Research Fellow and Research Assistant.

4. Period of Assignment and De-Assignment of Research Fellow and Research Assistant:-

- i. Research Fellow and Research Assistant will be adhoc appointees and their engagement shall be initially for a period of one year from the date of their assignment, which can be extended for a further period of not exceeding one more year, subject to the approval of the Hon'ble The Chief Justice or Board of Governors of the Tamil Nadu State Judicial Academy, Chennai, as may be authorized by the Hon'ble The Chief Justice of the High Court of Madras.
- ii. However, the assignment of any Research Fellow/Research Assistant may be discontinued even before the completion of one year, without notice, if his/her services are found to be unsatisfactory.
- iii. Research Fellow/Research Assistant shall not be treated or deemed to be a regular employee either in the Madras High Court Service or of the Tamil Nadu State Judicial Academy.
- iv. Any Research Fellow/Research Assistant intended to leave the assignment as Research Fellow/Research Assistant within a period of one year, shall be required to give prior notice of three months.

5. Procedure for Submission of Application:

- i. Candidates can download the application form from the websites of the Tamil Nadu State Judicial Academy (www.tnsja.tn.nic.in) and Madras High Court (www.hcmadras.tn.nic.in). Candidates applying for both the posts shall submit separate applications.
- ii. No application fee is payable.
- iii. The filled-in printout of the downloaded application form along with required enclosures shall be sent by Registered Post to “**The Registrar General, High Court, Madras-600104**” and the same shall reach the Office of the Registrar General, High Court, Madras-600104, **before 05.00.p.m. on 30:04:2017**. The incomplete application without prescribed/required enclosures and / or received after the due date / not submitted in the prescribed format will be summarily rejected and no further communication/ representation in this regard will be entertained. No separate acknowledgement will be sent to the candidates for the receipt of their applications. **The Madras High Court will not be responsible for any postal delay.**

- iv. Before filling up of the application, the candidates are required to go through the 'Guidelines for Appointment of Research Fellow and Research Assistant in the Tamil Nadu State Judicial Academy' available in the websites of the Tamil Nadu State Judicial Academy (www.tnsja.tn.nic.in) and Madras High Court (www.hcmadras.tn.nic.in).

6. Selection Procedure:

- The selection of Candidates for the posts of Research Fellow and Research Assistant will be made on the basis of Oral Test, which will be conducted in Chennai only.
- The date, time and venue for Oral Test will be communicated/intimated to the eligible candidates, in due course.
- No T.A/D.A / Accommodation / Conveyance will be provided to the Candidates who are required to attend the Oral Test.
- The selected Candidates will be posted at the Tamil Nadu State Judicial Academy, Chennai-28 or at the place decided by the Board of the Governors of the Tamil Nadu State Judicial Academy, Chennai, from time-to-time, as approved by the Hon'ble Chief Justice.

7. Certificate of Physical Fitness:

The Candidates selected for appointment to the above posts on *ad hoc* and consolidated pay basis, will be required to produce a Certificate of Physical Fitness from the competent authority.

8. General Instruction:

- i. Any application, even under the Right to Information Act, seeking any information regarding the selection, will NOT be entertained till the completion of the entire Recruitment Process.
- ii. The decision of the High Court of Madras in respect of all matters pertaining to this Recruitment Process would be final and binding on all Candidates.
- iii. Candidates are required to keep visiting the websites of the Tamil Nadu State Judicial Academy (www.tnsja.tn.nic.in) and Madras High Court (www.hcmadras.tn.nic.in) for latest and updated information with regard to this selection.

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9. List of Documents to be enclosed along with duly filled in Application Form:

- i. Self attested copies of all Educational Qualifications, along with all marks statements.
- ii. Self attested copy in proof of date of birth.
- iii. Self attested copy of Community Certificate.
- iv. Original testimonials need not be enclosed.

High Court, Madras.
Dated: 17.04:2017.

REGISTRAR GENERAL

HIGH COURT OF MADRAS

APPLICATION FOR THE POST OF _____

(Specify whether it is for the post of Research Fellow or Research Assistant)

1. Name of the Candidate :
(in Block letters)
2. Father's / Husband's Name :
3. Sex : MALE / FEMALE / THIRD GENDER*
4. (a)Date of Birth (DD/MM/YY) :
(b)Age (as on 01.01.2017) :
5. Marital Status : MARRIED / UNMARRIED*
6. (i) Nationality :
(ii) Religion :
(iii)Community : (BC) / (MBC/DC) / (SC) / (ST) / (OC)*
(iv)Caste :
7. Native Place :
8. Permanent address :
9. Address for Communication :
10. E-mail ID :
11. Contact Phone No. :
(Mobile/Landline with STD code)

Affix recent
passport size
Colour
photograph
(Do not pin or
staple)

(* Tick whichever is applicable)

12. Educational Qualifications:

Sl. No.	Particulars of Qualification	Name of the Board / University / Institution (Regular / Correspondence)	Year of Passing	Whether passed all subjects in first attempt	% of Marks
1	10 th Std / SSC			Yes/No	
2	+2 / HSC			Yes/No	
3	B.A / B.Sc. / B.Com. / B.B.A. etc.			Yes/No	
4	B.L./ LL.B. (3 years course)			Yes/No	
5	B.L./LL.B. (5 years course)			Yes/No	
6	M.L. / LL.M.			Yes/No	

13. Enrolment Details, if any :
(Enroled candidates should enclose self-attested copy of Enrolment Certificate)

Name of the Bar Council	Enrolment No.	Date of Enrolment

14. Details of Practice, if any :

15. Present employment, if any :

16. Whether pursuing Post Graduate Degree in Law or any other Degree or programme, as a regular course. :

(* Tick whichever is applicable)

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17. Whether applied for : (a) Research Fellow alone*
(b) Research Assistant alone*
(c) for both the posts*
18. Whether the candidate has been
or was arrested /Convicted /
debarred / disqualified by any :
recruitment agency / Bar Council /
was a candidate in any election
19. Whether any criminal / disciplinary
proceedings initiated / finalized or
the candidate has participated in :
agitation / political organization.

I declare that all the information furnished above by me is correct and true to the best of my knowledge and belief.

PLACE:

DATE:

SIGNATURE OF THE CANDIDATE.

(* Tick whichever is applicable)

TAMIL NADU STATE JUDICIAL ACADEMY

No.30(95), P.S.K.R.Salai, Greenways Road, R.A.Puram, Chennai-28.

APPOINTMENT OF RESEARCH FELLOW AND RESEARCH ASSISTANT

“Guidelines for appointment of Research Fellow and Research Assistant in the Tamil Nadu State Judicial Academy”

In exercise of the powers conferred by Article 229 of the Constitution of India, the Hon’ble The Chief Justice is pleased to frame the following Guidelines for appointment of Research Fellow and Research Assistant in the Tamil Nadu State Judicial Academy.

1.Short Title :- The Guidelines provided herein shall be known as “Guidelines for appointment of ‘Research Fellow’ and ‘Research Assistant’ in the Tamil Nadu State Judicial Academy”.

2.Definitions :- Unless there is anything repugnant in the subject of context-

- (i).”High Court” means the High Court of Madras.
- (ii).”Academy” means the Tamil Nadu State Judicial Academy.
- (iii).”Chief Justice” and ‘Patron-in-Chief” means the Hon’ble The Chief Justice of the High Court of Madras.
- (iv).”Board of Governors” means the Board of Governors of the Tamil Nadu State Judicial Academy.
- (v).”President” means the President of the Board of Governors of the Tamil Nadu State Judicial Academy.
- (vi).”Member” means the Member of the Board of Governors of the Tamil Nadu State Judicial Academy.
- (vii).”Judge” means the Hon’ble Judge of the High Court of Madras.
- (viii).”Registrar General” means the Registrar General of the High Court of Madras.
- (ix).”Director” means the Director of the Tamil Nadu State Judicial Academy.
- (x).”Universities” means the Universities established by Law in the Indian Union.
- (xi).”Website” means the Official website of the Tamil Nadu State Judicial Academy and the High Court of Madras.

3.Appointing Authority :- The Appointing Authority for the assignment as 'Research Fellow' and 'Research Assistant' shall be the Hon'ble The Chief Justice.

4.Age :- (i).Must not have attained the age of 30 years as on 1st January or 1st July, preceding the last date fixed for submission of applications.
(ii).He/She must be a citizen of India.

5.Minimum eligibility criteria for Research Fellow and Research Assistant :-

(i).Candidate should be a Post Graduate in Law (Under 10+2+3+3+2 or 10+2+5+2 pattern) from the recognized Universities in the Indian Union and recognized by the Bar Council of India for admission as Advocate or Attorney of an Indian Court, for the post of Research Fellow.

(ii).Candidate should be a Graduate in Law (under 10+2+3+3 or 10+2+5 pattern from the recognized Universities in the Indian Union and recognized by the Bar Council of India for admission as Advocate or Attorney of an Indian Court, for the post of Research Assistant.

(iii).Candidates who have obtained his/her Law Degree, Graduate and/or Post Graduate, as the case may be, not earlier than two years, as on the date of Notification, are only eligible to apply.

Note:- Educational Qualifications and other eligibility criteria may be relaxed in case of exceptionally outstanding and deserving candidates by the Chief Justice of the High Court of Madras.

(iv).Candidates who have passed all his/her examinations in the first attempt are alone eligible to apply.

(v).Candidates pursuing Post Graduate Degree in Law or any other Degrees or Programmes requiring their compulsory attendance elsewhere are not eligible to apply for the assignment as Research Fellow and Research Assistant.

6.Period of Assignment and De-Assignment of Research Fellow and Research Assistant:-

(i).Research Fellow and Research Assistant will be adhoc appointees and their engagement shall be initially for a period of one year from the date of their assignment, which can be extended for a further period of not exceeding one more year, subject to the approval of the Hon'ble The Chief Justice or Board of Governors

of the Tamil Nadu State Judicial Academy, Chennai, as may be authorized by the Hon'ble The Chief Justice of the High Court of Madras.

(ii).However, the assignment of any Research Fellow/Research Assistant may be discontinued even before the completion of one year, without notice, if his/her services are found to be unsatisfactory.

(iii).The Candidates should join their assignment of Research Fellow/ Research Assistant within the period specified in their order of appointment. No request for extension of time for joining the assignment of Research Fellow/ Research Assistant will be entertained, under any circumstances.

(iv).Research Fellow/Research Assistant shall not be treated or deemed to be a regular employee either in the Madras High Court Service or of the Tamil Nadu State Judicial Academy.

(v).Any Research Fellow/Research Assistant intended to leave the assignment as Research Fellow/Research Assistant within a period of one year, shall be required to give prior notice of three months.

7.Selection Process :-

(i).Selection for the assignment of Research Fellow/Research Assistant shall be made by way of Notification, inviting applications from the willing and eligible candidates.

(ii).Prominent Law Schools/Universities may recommend their Alumni/ Alumnae residing at Chennai.

(iii).Such applications shall be made in the form as may be prescribed, which can be downloaded from the Tamil Nadu State Judicial Academy and the Madras High Court websites and it should be accompanied with the copies of documents, as enumerated therein.

(iv).Eligible Candidates will have to appear for Viva Voce at Chennai in their own expenses on the date, time and venue, to be intimated to them.

(v).The selection shall be made by the Hon'ble The Chief Justice or a Committee comprising the President and/or all/some/any of the Members, as may be nominated by the Hon'ble The Chief Justice.

(vi).The selection shall be based on merit and the list of candidates by the Hon'ble Committee, shall be subject to the approval of the Hon'ble The Chief Justice.

8.Duties and Responsibilities assigned to Research Fellow/Research Assistant:-

(i).Research Fellow :- Duties and Responsibilities of the Research Fellow, will be assigned from time-to-time, as may be decided by the Board of Governors of the Tamil Nadu State Judicial Academy, Chennai with the approval of the Hon'ble The Chief Justice.

(ii).Research Assistant :- Duties and Responsibilities of the Research Assistant, will be assigned from time-to-time, as may be decided by the Board of Governors of the Tamil Nadu State Judicial Academy, Chennai with the approval of the Hon'ble The Chief Justice.

9.Record of Attendance of Research Fellows and Research Assistants :-

The Research Fellow and Research Assistants should mark their attendance in the Attendance Register kept in the Director's Chamber, before they proceed to their Seat at the Tamil Nadu State Judicial Academy.

10.Leave Entitlement :-

(i).Research Fellow/Research Assistant shall be entitled to One day Casual Leave for each Calendar Month. The unavailed Casual Leave in a particular month may be carried forward, subject to maximum eligibility of 12 days of Casual Leave in a Calendar Year.

(ii).However, they will be permitted to proceed on Casual Leave, only with prior permission of the Director of the Tamil Nadu State Judicial Academy.

(iii).If, any Research Fellow/Research Assistant is found to be exceeding the permissible limit of 12 days of Casual Leave in a Calendar Year, necessary deductions will be made from their monthly pay, on pro-rata basis.

11.Honorarium :-

(i).Research Fellow shall be paid Rs.15,000/- (Rupees fifteen thousand only) and Research Assistant shall be paid Rs.10,000/- (Rupees ten thousand only) per month, as consolidated pay, for their assignment.

(ii).Research Fellow and Research Assistant shall not be entitled to any other allowances or perks.

12.Bar to practice as Advocate or taking up employment :-

(i).No Research Fellow and Research Assistant during the currency of their assignment shall be entitled to practice as an Advocate in any Court of Law or Tribunal or Authority and it will be obligatory for them, after accepting the assignment as Research Fellow/Research Assistant, to inform the Bar Council concerned, in writing, that he/she shall not practice as an Advocate as long as he/she continues with the assignment as Research Fellow/Research Assistant.

(ii).The Research Fellow/Research Assistant during the currency of their assignment shall not be entitled to take up any employment or engagement of whatsoever nature either on full-time or part-time basis.

13.Conduct of Research Fellow and Research Assistant :-

During the assignment, every Research Fellow/Research Assistant shall maintain a high standard of reputation and integrity commensurate with the responsibilities entrusted to him/her.

14.Access available to Research Fellow/Research Assistant :-

Research Fellow and Research Assistant are permitted access to the Computers and Internet facilities as available in the Tamil Nadu State Judicial Academy.

15.Dress Code for Research Fellow/Research Assistant:-

(i).For Male Research Fellow/Research Assistant – White/Black Pant, White Shirt, Black Coat, Black Tie, Black Shoe.

(ii).For Female Research Fellow/Research Assistant – White/Off-White Saree, White/Off-White blouse, Black Coat with Full Sleeve.
